

# **In-Home Supportive Services/Public Authority Registry Provider Application Instructions**

**COMPLETE THIS APPLICATION PROCESS IF YOU  
WANT TO BE REFERRED TO CONSUMERS IN THE  
COMMUNITY THAT NEED ASSISTANCE IN THEIR  
HOME.**

- Complete *ALL* areas of Independent Provider (IP) Registry application.
- Return completed application to:

**Placer County Public Authority  
11512 B Avenue  
Auburn, CA 95603**

- **Once we have received your completed application, we will contact you to schedule your orientation.**
- A Department of Justice (DOJ) Live Scan/Background check is required. This procedure will be explained to you at orientation.
- **Upon completion of the Provider Orientation and DOJ clearance** we will check your work and personal references. Once we have completed checking your references we will contact you again to review the criteria for our registry.
- After completing the review, your information will be entered into our Public Authority database. Providing there are no pending issues, we will then send you a letter informing you that you are now listed with the Public Authority Registry.

